



GEORGE FOOTE  
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October 23, 2013

DOCKET FILE COPY ORIGINAL

Marlene H. Dortch, Secretary  
Federal Communications Commission  
Office of the Secretary  
445 12th Street, S.W.  
Washington, D.C. 20554

ACCEPTED/FILED

OCT 23 2013

Federal Communications Commission  
Office of the Secretary

**RE: WC Docket Nos. 10-90 and 11-42  
Annual Report Pursuant to 47 C.F.R. §§ 54.313 and 54.422**

Dear Ms. Dortch:

Arctic Slope Telephone Association Cooperative, Inc. ("ASTAC"), by its authorized representative, files its FCC Form 481 - Carrier Annual Reporting Data Collection Form ("Form 481") in compliance with 47 C.F.R. §§ 54.313 and Section 54.422. The Form 481 has been completed, certified, and submitted to the Universal Service Administrative Company.

Pursuant to the Protective Order released November 16, 2012 (FCC Record DA 12-1857), and in accordance with the Commission's confidentiality rules, ASTAC here submits redacted public paper copies of its Form 481 before the Commission. ASTAC also submits, under separate cover, confidential unredacted copies of its Form 481. The financial information in the Form 481 is competitively sensitive and is not normally released to the public.

A copy of ASTAC's Form 481 has also been submitted to the Regulatory Commission of Alaska pursuant to §§ 54.313(i) and 54.422(c). Please contact me if you have any questions.

Regards,

George Foote  
Attorney for Arctic Slope Telephone Association  
Cooperative, Inc.

Attachment: FCC Form 481 Carrier Annual Reporting Data Collection Form  
cc: Arctic Slope Telephone Association Cooperative, Inc.

No. of Copies rec'd  
List ABCDE

04

**2013 ETC High-Cost Support Self-Certification Affidavit**

[Affidavit to be returned by all Eligible Telecommunications Carriers (ETCs) receiving federal high-cost universal service support within the State of Alaska.]\*

Company Name: Arctic Slope Telephone Association Cooperative Inc. Date: 10/7/13  
 Contact Name: Clover Merrill Docket No. U-13-053(2)  
 Contact Phone Number: 907-564-2480  
 Study Area(s): 613001

**Affidavit**

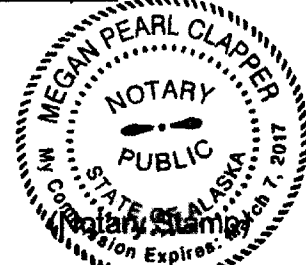
As an authorized corporate officer of Arctic Slope Telephone Assn. Coop. Inc. (Utility Name), the holder of Certificate of Public Convenience and Necessity No. 257 (if applicable), issued by the Regulatory Commission of Alaska (RCA), I declare under penalty of unsworn falsification that I have examined this form and to the best of my knowledge and belief it is true, correct, and complete.

I hereby affirm familiarity with and understanding of the requirements of the Communications Act of 1934 as amended by the Telecommunications Act of 1996 with respect to the receipt of Universal Service Funds and affirm that such funds received in 2012 have been, and that such funds to be received in 2014 will be used only for the provision, maintenance, and upgrading of facilities and services for which the support is intended pursuant to 47 U.S.C. 254(e).

Signature <u>Clover Merrill</u>	Type or Print Name <u>Clover Merrill</u>	Date <u>10/7/13</u>
------------------------------------	---	------------------------

Subscribed and sworn to before me this 7<sup>th</sup> day of October 2013.

Notary Public: [Signature]  
 Signature  
 Commission Expires: 3/7/2017  
 Date



\*This affidavit to the RCA may not replace a self-certifying affidavit from the ETC directly to the FCC that may be required pursuant to 47 C.F.R. §§ 54.314(b) and (c)(2). ETCs should assess their individual situations in light of applicable federal regulations and proceed accordingly.



4300 B Street, Suite 501  
Anchorage, AK 99503

Arctic Slope Telephone	Association Cooperative, Inc.
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907 563 3989  
1 800 478 6409  
fax: 907 563 1932

ACCEPTED/FILED

OCT 23 2013

Federal Communications Commission  
Office of the Secretary

September 18, 2013

Ms. Marlene H. Dortch  
Secretary  
Federal Communications Commission  
445 12<sup>th</sup> Street SW  
Washington, D.C. 20554

Re: WC Docket No. 10-90, Annual §54.313/54.422 Report of High-Cost and Low Income  
Recipient, Form 481

Dear Ms. Dortch:

Arctic Slope Telephone Association Cooperative, Inc. (ASTAC) pursuant to §54.313 of the  
Commission's rules. ASTAC is a state-designated ETC and is in compliance with the State of  
Alaska's reporting requirements.

Please contact me with any questions at:

Phone	907-564-2680
Email	<a href="mailto:clover@astac.net">clover@astac.net</a>

Sincerely,

A handwritten signature in cursive script that reads "Clover McNeil".

Clover McNeil  
CFO

Copies to:

Universal Service Administrative Company  
2000 L Street NW, Suite 200  
Washington, DC 20036

Regulatory Commission of Alaska  
700 West Eight Avenue, Suite 300  
Anchorage, AK 99501-3469

Ms. Marie Carroll  
Arctic Slope Native Association  
P.O. Box 1232  
Barrow, Alaska 99723

Doreen Lampe, CEO  
Inupiat Community of Arctic Slope  
P.O. Box 934  
Barrow, AK 99723

Tribal President  
Village of Anaktuvuk  
P.O. Box 21065  
Anaktuvuk Pass, AK. 99721

Herman Kignak, Vice President  
Atqasuk Village  
P.O. Box 91108  
Atqasuk, AK 99791

Thomas Olemaun, Director-President  
Native Village of Barrow  
P.O. Box 1130  
Barrow, AK 99723

Mr. Isaac Akootchook, President  
Kaktovik Village  
P.O. Box 73  
Kaktovik, AK 99747

Ms. Martha Itta, Tribal Administrator  
Native Village of Nuiqsut  
P.O. Box 89169  
Nuiqsut, AK 99789

Ms. Margaret Frankson, Executive Director  
Native Village of Point Hope  
P.O. Box 109  
Point Hope, AK 99766

Mr. Blair Patkotak, Acting President  
Village of Wainwright  
P.O. Box 143  
Wainwright, AK 99782



4300 B St, Suite 501, Anchorage, AK 99503

Office: 1-800-478-6409 or 907-852-7100, Fax: 907-563-3394 or 907-852-0006

Office Use Only	
ASTAC CSR:	
Documents Customer Provided for Proof of Eligibility:	
Date:	

# **LIFELINE AND LINKUP ASSISTANCE APPLICATION**

Annual Certification Is Required

Check applying for: ☐ Local Service Assistance or ☐ Wireless Service Assistance

## **Verify your Eligibility:**

1. Complete Section A: Personal Information
2. Complete Section B OR Section C (not both)
3. Complete Section D: Initial, Sign, and Date
4. Attach a copy of your documents to support your eligibility
5. Return Application and Documents to ASTAC 4300 B St, Suite 501, Anchorage, AK 99503 / Fax: 907-563-3394 or 907-852-0006

## **A. PERSONAL INFORMATION**

The person applying for Lifeline service **MUST BE** the same person who qualifies for the Lifeline benefits **AND** listed on the telephone bill.

Customer Name	
MAILING ADDRESS City, State, Zip Code	
"Main" Lifeline Telephone Number	
PHYSICAL ADDRESS City, State, Zip Code (NOT PO Box)	

Date of Birth: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_  
(Required)                      mm                      dd                      yyyy

☐ Check here if service address is temporary

Social Security Number: \_\_\_\_\_ OR Tribal ID No. \_\_\_\_\_  
(Required)

**Tribal Lifeline:** Single party, voice grade access to the public switched network, access to emergency services, access to operator services, access to interexchange services (unless toll blocking is chosen), access to directory assistance, and toll blocking (if requested).

**Tribal Link Up:** includes any standard charges imposed on qualifying low-income individuals on Tribal Lands as a condition of initiating service, including both line extension and initial connection charges. The customer will receive assistance for 100% of connection fees up to \$100.00. This is the maximum federal assistance available. The supported services under this section do not include charges assessed for facilities or equipment that fall on the customer's side of the demarcation point, i.e. customer premises equipment and inside wiring charges. Any additional installation charges or line extension charges will be the responsibility of the customer. Expanded Link-Up Service assistance shall be provided a subsequent time only for a principal residence with a different address than the residence where Expanded Link-Up Service was previously provided.

Check applying for: ☐ Tribal Lifeline (monthly reoccurring charge) ☐ Tribal Link Up (installation charges)

**B. PROGRAM-BASED ELIGIBILITY**

Check all program(s) in which you or a member of your household is currently enrolled. **YOU MUST PROVIDE PROOF OF PROGRAM PARTICIPATION.** This could include a copy of your benefit ID card, a copy of an eligibility letter from an authorized agency or prior year's statement of benefits. (Do not send original documents.)

<input type="checkbox"/> Food Stamps	<input type="checkbox"/> Senior Care
<input type="checkbox"/> Medicaid	<input type="checkbox"/> Alaska Adult Public Assistance Program
<input type="checkbox"/> Temporary Assistance to Needy Families (TANF)	<input type="checkbox"/> Head Start (those meeting the income qualifying standard)
<input type="checkbox"/> National School Lunch Program's Free Lunch Program	<input type="checkbox"/> Bureau of Indian Affairs (BIA) general assistance programs
<input type="checkbox"/> Federal Public Housing Assistance (FPHA)	<input type="checkbox"/> Denali Kid Care
<input type="checkbox"/> Low-Income Energy Assistance Program (LIHEAP)	<input type="checkbox"/> Tribally administered Temporary Assistance to Needy Families (TTANF)
<input type="checkbox"/> Supplemental Security Income (SSI)	<input type="checkbox"/> VA Disability Pension
(Not the same as Social Security Benefits)	<input type="checkbox"/> Pioneer Home Payment Assistance
<input type="checkbox"/> Child Care Assistance (PAS I, II, III)	<input type="checkbox"/> WIC – Women Infants and Children Program
<input type="checkbox"/> Alaska State Housing Corporation Program	<input type="checkbox"/> State of Alaska Heating Assistance Program
(Documentation will NOT be returned)	

**C. INCOME-BASED ELIGIBILITY**

Calculate **TOTAL** household income by reporting the income of all adult persons residing in your home in the appropriate category:

Income Source	Amount	Household Size (Circle One)	Yearly Income (AK) @ 135 % of Federal Poverty Guidelines
Prior year's State, Federal or Tribal tax return <b>OR</b>			
Social Security; Retirement income			
Alimony or Child Support			
Wages			
Bureau of Indian Affairs General Assistance			
Unemployment; Worker's Compensation			
<p><b>If you have more than 8 people in your household, write the number and add \$6,682.50 for each additional person.</b></p>			

You must attach proof of income as reported above, examples include:

- Prior year's State, Federal or Tribal tax return **OR**  
Most recent statement from each type of current income source(s) noted above:
- **Three consecutive months'** worth of your most current pay stubs from all employers
- Social Security statement of benefits
- Veterans Administration statement of benefits
- Retirement/Pension statement of benefits
- Unemployment/Workmen's Compensation statement of benefits
- Child Support documentation
- Federal or Tribal notice letter of participation in Bureau of Indian Affairs General Assistance **OR**
- Divorce Decree

(Documentation will be shredded)

**D. SIGNATURE (This section must be filled out completely)**

Please **read** the following statements, **initial** by each sentence, and **sign** below. [Disclosure Statement: Perjury and false statements are punishable by fine and/or imprisonment under Title 18 of the U.S. Code.]

By signing below, I **certify under penalty of perjury**, to each and every one of the following:

- ☐ 1. I meet the income-based or program-based eligibility criteria for receiving Lifeline, provided in 47 C.F.R. Section 54.409. I have provided documentation of eligibility;
- ☐ 2. I will notify the carrier **within 30 days** if, for any reason, I no longer satisfy the criteria for receiving Lifeline including, as relevant, if I no longer meet the income-based or program-based criteria for receiving Lifeline support, I am receiving more than one Lifeline benefit, or another member of my household is receiving a Lifeline benefit;
- ☐ 3. If I am seeking to qualify for Lifeline as an eligible resident of Tribal lands, I live on Tribal lands, as defined in 47 C.F.R. Section 54.400(e);
- ☐ 4. If I move to a new address, I will provide that new address to the telephone company **within 30 days**;
- ☐ 5. If I provided a temporary residential address to the telephone company, I will be required to verify my temporary residential address **every 90 days**;
- ☐ 6. My household will receive only one (1) Lifeline service, and, to the best of my knowledge, my household is not already receiving a Lifeline service;
- ☐ 7. I acknowledge that I will be required to re-certify my continued eligibility for Lifeline annually, and my failure to re-certify as to my continued eligibility will result in de-enrollment and the termination of my Lifeline benefits pursuant to 47 C.F.R. Section 54.405(e)(4);
- ☐ 8. I acknowledge that providing false or fraudulent information to receive Lifeline benefits is punishable by law; and
- ☐ 9. The information contained in the application and certification form is true and correct to the best of my knowledge.
- ☐ 10. I acknowledge that information from this certification will be given to USAC and/or its agents for purpose of verifying that my household does not receive more than one benefit.
- ☐ 11. I acknowledge that Lifeline Service is Non-Transferable.

- Do you or does anyone in your household have any disabilities that may inhibit access to service offerings? If yes, please explain:

---

X \_\_\_\_\_  
*Customer Signature*

\_\_\_\_\_  
*Date*

X \_\_\_\_\_  
*Printed Name*

**54.313 Lifeline customers MOU and additional toll charges**

Lifeline subscribers receive the same residential service as a regular subscriber, but at a reduced monthly recurring rate. Thus, lifeline subscribers have an unlimited number of local calling minutes. As for toll, lifeline subscribers, similar to every ASTAC subscriber, are free to choose their own toll usage plans through IXC's that serve ASTAC locations.





<b>(3005e) Operating Report for Privately-Held Rate of Return Carriers</b> <b>Balance Sheet - Data Collection Form</b> Page 1 of 3	FCC Form 481 OMB Control No. 3060-0986 OMB Control No. 3060-0819 July 2013
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<010> Study Area Code: 613001  
 <015> Study Area Name: Arctic Slope Telephone Association Cooperative, Inc.  
 <020> Program Year: 2014  
 <030> Contact Name - Person USAC should contact regarding this data: Clover McNeil  
 <035> Contact Telephone Number - Number of person identified in data line <030>: 907-564-2680  
 <039> Contact Email Address - Email Address of person identified in data line <030>: clover@astac.net

Filed as reviewed single company ☐  
 Filed as reviewed consolidated company ☐  
 Filed as subsidiary of reviewed consolidated company ☐

Filed as audited single company ☐  
 Filed as audited consolidated company ☒  
 Filed as subsidiary of audited consolidated company ☐

CERTIFICATION					
We hereby certify that the entries in this report are in accordance with the accounts and other records of the system and reflect the status of the system to the best of our knowledge and belief.					
 Signature		9/3/13 Date			
PART A. BALANCE SHEET					
ASSETS	BALANCE PRIOR YEAR	BALANCE END OF PERIOD	LIABILITIES AND STOCKHOLDERS' EQUITY	BALANCE PRIOR YEAR	BALANCE END OF PERIOD
<b>CURRENT ASSETS</b>			<b>CURRENT LIABILITIES</b>		
1. Cash and Equivalents	\$		25. Accounts Payable	\$	
2. Cash-RUS Construction Fund			26. Notes Payable		
3. Affiliates:			27. Advance Billings and Payments		
a. Telecom, Accounts Receivable			28. Customer Deposits		
b. Other Accounts Receivable			29. Current Mat. L/T Debt		
c. Notes Receivable			30. Current Mat. L/T Debt-Rur. Dev.		
4. Non-Affiliates:			31. Current Mat.-Capital Leases		
a. Telecom, Accounts Receivable			32. Income Taxes Accrued		
b. Other Accounts Receivable			33. Other Taxes Accrued		
c. Notes Receivable			34. Other Current Liabilities		
5. Interest and Dividends Receivable			35. Total Current Liabilities (25 thru 34)		
6. Material-Regulated			<b>LONG-TERM DEBT</b>		
7. Material-Nonregulated			36. Funded Debt-RUS Notes		
8. Prepayments			37. Funded Debt-RTB Notes		
9. Other Current Assets			38. Funded Debt-FFB Notes		
10. Total Current Assets (1 thru 9)			39. Funded Debt-Other		
			40. Funded Debt-Rural Develop. Loan		
<b>NONCURRENT ASSETS</b>			41. Premium (Discount) on L/T Debt		
11. Investment in Affiliated Companies			42. Recaptured Debt		
a. Rural Development			43. Obligations Under Capital Lease		
b. Nonrural Development			44. Adv. From Affiliated Companies		
12. Other Investments			45. Other Long-Term Debt		
a. Rural Development			46. Total Long-Term Debt (36 thru 45)		
b. Nonrural Development			<b>OTHER LIAB. &amp; DEF. CREDITS</b>		
13. Nonregulated Investments			47. Other Long-Term Liabilities		
14. Other Noncurrent Assets			48. Other Deferred Credits		
15. Deferred Charges			49. Other Jurisdictional Differences		
16. Jurisdictional Differences			50. Total Other Liabilities and Deferred Credits (47 thru 49)		
17. Total Noncurrent Assets (11 thru 16)			<b>EQUITY</b>		
			51. Cap. Stock Outstanding & Subscribed		
<b>PLANT, PROPERTY, AND EQUIPMENT</b>			52. Additional Paid-in-Capital		
18. Telecom, Plant-in-Service			53. Treasury Stock		
19. Property Held for Future Use			54. Membership and Cap. Certificates		
20. Plant Under Construction			55. Other Capital		
21. Plant Adj., Nonop. Plant & Goodwill			56. Patronage Capital Credits		
22. Less Accumulated Depreciation			57. Retained Earnings or Margins		
23. Net Plant (18 thru 21 less 22)			58. Total Equity (51 thru 57)		
24. TOTAL ASSETS (10+17+23)			59. TOTAL LIABILITIES AND EQUITY (25+46+50+58)		

**(3005b) Operating Report for Privately-Held Rate of Return Carriers**  
**Income Statement - Data Collection Form**

FCC Form 481  
 OMB Control No. 3060-0086  
 OMB Control No. 3060-0819  
 July 2013

Page 2 of 3

<010> Study Area Code 613001  
 <015> Study Area Name Arctic Slope Telephone Association Cooperative, Inc.  
 <020> Program Year 2014  
 <030> Contact Name - Person USAC should contact regarding this data Clover McNeil  
 <035> Contact Telephone Number - Number of person identified in data line <030> 907-564-2680  
 <039> Contact Email Address - Email Address of person identified in data line <030> clover@astac.net

PART B. STATEMENTS OF INCOME AND RETAINED EARNINGS OR MARGINS		
ITEM	PRIOR YEAR	THIS YEAR
1. Local Network Services Revenues	\$	
2. Network Access Services Revenues		
3. Long Distance Network Services Revenues		
4. Carrier Billing and Collection Revenues		
5. Miscellaneous Revenues		
6. Uncollectible Revenues		
7. Net Operating Revenues (1 thru 5 less 6)		
8. Plant Specific Operations Expense		
9. Plant Nonspecific Operations Expense (Excluding Depreciation & Amortization)		
10. Depreciation Expense		
11. Amortization Expense		
12. Customer Operations Expense		
13. Corporate Operations Expense		
14. Total Operating Expenses (8 thru 13)		
15. Operating Income or Margins (7 less 14)		
16. Other Operating Income and Expenses		
17. State and Local Taxes		
18. Federal Income Taxes		
19. Other Taxes		
20. Total Operating Taxes (17+18+19)		
21. Net Operating Income or Margins (15+16-20)		
22. Interest on Funded Debt		
23. Interest Expense - Capital Leases		
24. Other Interest Expense		
25. Allowance for Funds Used During Construction		
26. Total Fixed Charges (22+23+24-25)		
27. Nonoperating Net Income		
28. Extraordinary Items		
29. Jurisdictional Differences		
30. Nonregulated Net Income		
31. Total Net Income or Margins (21+27+28+29+30-26)		
32. Total Taxes Based on Income		
33. Retained Earnings or Margins Beginning-of-Year		
34. Miscellaneous Credits Year-to-Date		
35. Dividends Declared (Common)		
36. Dividends Declared (Preferred)		
37. Other Debits Year-to-Date		
38. Transfers to Patronage Capital		
39. Retained Earnings or Margins end-of-Period [(31+33+34)-(35+36+37+38)]		
40. Patronage Capital Beginning-of-Year		
41. Transfers to Patronage Capital		
42. Patronage Capital Credits Retired		
43. Patronage Capital End-of-Year (40+41-42)		
44. Annual Debt Service Payments		
45. Cash Ratio [(14+20-10-11)/7]		
46. Operating Accrual Ratio [(14+20+26)/7]		
47. TIER [(31+26)/26]		
48. DSCR [(31+26+10+11)/44]		

<b>(3005c) Operating Report for Privately-Held Rate of Return Carriers</b> <b>Cash Flow - Data Collection Form</b>  Page 3 of 3	FCC Form 481 OMB Control No. 3060-0986 OMB Control No. 3060-0819 July 2013
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<b>&lt;010&gt; Study Area Code</b>	613001
<b>&lt;015&gt; Study Area Name</b>	Arctic Slope Telephone Association Cooperative, Inc.
<b>&lt;020&gt; Program Year</b>	2014
<b>&lt;030&gt; Contact Name - Person USAC should contact regarding this data</b>	Clover McNeil
<b>&lt;035&gt; Contact Telephone Number - Number of person identified in data line &lt;030&gt;</b>	907-564-2680
<b>&lt;039&gt; Contact Email Address - Email Address of person identified in data line &lt;030&gt;</b>	clover@astac.net

PART C. STATEMENTS OF CASH FLOWS	
1. Beginning Cash (Cash and Equivalents plus RUS Construction Fund)	
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
2. Net Income	
Adjustments to Reconcile Net Income to Net Cash Provided by Operating Activities	
3. Add: Depreciation	
4. Add: Amortization	
5. Other (Explain) nonregulated activities; reconciling to audited financials	
Changes in Operating Assets and Liabilities	
6. Decrease/(Increase) in Accounts Receivable	
7. Decrease/(Increase) in Materials and Inventory	
8. Decrease/(Increase) in Prepayments and Deferred Charges	
9. Decrease/(Increase) in Other Current Assets	
10. Increase/(Decrease) in Accounts Payable	
11. Increase/(Decrease) in Advance Billings & Payments	
12. Increase/(Decrease) in Other Current Liabilities	
13. Net Cash Provided/(Used) by Operations	
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>	
14. Decrease/(Increase) in Notes Receivable	
15. Increase/(Decrease) in Notes Payable	
16. Increase/(Decrease) in Customer Deposits	
17. Net Increase/(Decrease) in Long Term Debt (including Current Maturities)	
18. Increase/(Decrease) in Other Liabilities & Deferred Credits	
19. Increase/(Decrease) in Capital Stock, Paid-in Capital, Membership and Capital Certificates & Other Capital	
20. Less: Payment of Dividends	
21. Less: Patronage Capital Credits Retired	
22. Other (Explain) reconciling to audited financials	
23. Net Cash Provided/(Used) by Financing Activities	
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
24. Net Capital Expenditures (Property, Plant & Equipment)	
25. Other Long-Term Investments	
26. Other Noncurrent Assets & Jurisdictional Differences	
27. Other (Explain) reconciling to audited financials	
28. Net Cash Provided/(Used) by Investing Activities	
29. Net Increase/(Decrease) in Cash	
30. Ending Cash	



**MOSS ADAMS** LLP  
Certified Public Accountants | Business Consultants

## REPORT OF INDEPENDENT AUDITORS

Board of Directors  
Arctic Slope Telephone  
Association Cooperative, Inc.

### **Report on the Financial Statements**

We have audited the accompanying consolidated financial statements of Arctic Slope Telephone Association Cooperative, Inc. (Cooperative) and its subsidiaries, which comprise the consolidated balance sheets as of December 31, 2012 and 2011, and the related consolidated statements of income, comprehensive income, members' equity, and cash flows for the years then ended, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate for the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

**REPORT OF INDEPENDENT AUDITORS**  
**(continued)**

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

***Opinion***

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Arctic Slope Telephone Association Cooperative, Inc. and its subsidiaries as of December 31, 2012 and 2011, and the results of their operations and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

MOSS ADAMS LLP

Spokane, Washington  
March 11, 2013

**54.313(g) Areas with no terrestrial backhaul**

All the Arctic Slope Telephone Association Cooperative, Inc. (ASTAC and dba ASTAC Wireless) markets, with the exception of Deadhorse and Nuiqsut, are not connected by roads and are only fed by satellite backhaul facilities. Deadhorse has both microwave and fiber middle mile access, which is extended to the village of Nuiqsut by ASTAC owned microwave assets. Of those villages without terrestrial backhaul, the following support the minimum service level of 1M down/256K up: Barrow. The remaining, Kaktovik, Anaktuvuk Pass, Atkasuk, Wainwright, Point Lay and Point Hope, villages do not meet the minimum service level for the following reason(s): Cost prohibitive backhaul facilities. ASTAC continues to seek economically sound solutions to address those villages currently not offering the minimum speed requirement.

## **54.313(a)(5) Satisfaction of Consumer Protection and Service Quality Standards**

### **Voice**

#### Consumer Protection

Arctic Slope Telephone Association Cooperative, Inc. complies with the requirements of 47 CFR Part 64 Subpart U, Customer Proprietary Network Information and the Federal Trade Commission Red Flag rules to prevent identity theft. A manual for each of those programs is in place and is part of the employees' handbook. Employee training is conducted annually and new hires are instructed on the programs as required by their job functions. This applies to all lines of business (voice, broadband, wireless and lifeline).

#### Service Quality Standards

Arctic Slope Telephone Association Cooperative, Inc. complies with the service standards of the State of Alaska promulgated in Alaska Statutes, Title 3 Commerce, Community, and Economic Development Part 7 Regulatory Commission of Alaska, 3 AAC 52.200-3, AAC 52.340, Telephone Utilities and Alaska Administrative Code 3 AAC 53.700 State Telecommunications Modernization. This applies to all lines of business (voice, broadband, wireless and lifeline).



**Description of ability to function in emergency conditions**

In 7 of our village locations (Point Hope, Point Lay, Wainwright, Atqasuk, Nuiqsut, Kaktovik and Anaktuvuk Pass) we have fully redundant Redcom local exchange switches. The central offices that these switches are installed in are equipped with back up batteries designed to support an 8 hour power disruption. In addition, each location has a standby generator that will come on line automatically in the event of the loss of commercial power.

In our two largest exchanges, Barrow and Deadhorse we have fully redundant DMS 10 local exchange switches. The central offices these switches are installed in are equipped with back up batteries to support an 8 hour power disruption. In addition, each location has a standby generator that will come on line automatically in the event of loss of commercial power.

In all locations we work with the two long distance carriers to reroute traffic as required to recover from network outages or traffic spikes.



Arctic Slope Telephone Association Cooperative  
Annual Certification of Tribal Engagement  
For The Year Ending December 31, 2012



<b>1</b>	<b>Certification of Tribal Engagement</b>
<b>2</b>	<b>ASTAC Cover Letter, Tribal Pre-meeting Questionnaire and Proof of Mailing/Receipt</b>
<b>3</b>	<b>ASTAC Telephonic Logs</b>
<b>4</b>	<b>Completed ASTAC Pre-meeting Questionnaires Tailored to Each Tribal Entity</b>
<b>5</b>	<b>Executive Summaries of ASTAC's Tribal Engagement Meetings</b>
<b>6</b>	<b>Approval of Minutes Forms</b>
<b>7</b>	<b>Costs Coded to Tribal Engagement</b>
<b>8</b>	<b>Conclusions and Recommendation</b>
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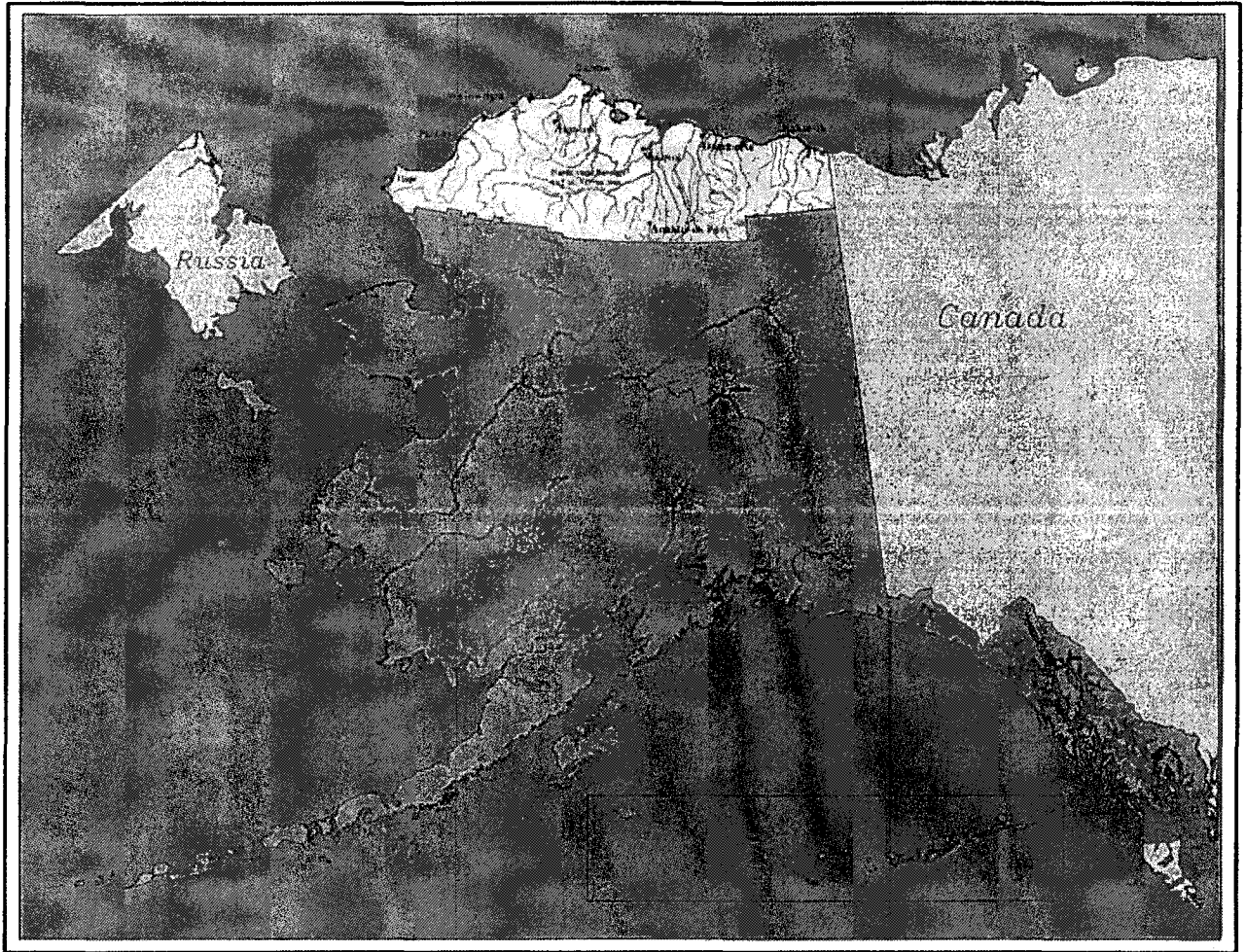


**Arctic Slope Telephone Association Cooperative, Inc.**

**Certification of Tribal Engagement**

**For the Year Ending December 31, 2012**

**Service Area Description:** Arctic Slope Telephone Association Cooperative, Inc. (ASTAC) serves the North Slope Region of Alaska. Our service area encompasses over 89,000 square miles and has seven traditional Native villages, the City of Barrow and the oilfields of Prudhoe Bay scattered across that expanse. With the exception of Prudhoe Bay, which is built out from the terminus of the Dalton Highway, all other villages can only be reached year round by aircraft.



**Tribal Entities:** There are ten federally recognized Tribal Entities within ASTAC's serving area. Each of the seven villages and Barrow has a Native Village organization. Arctic Slope Native Association (ASNA) is the Tribal Entity that manages the Samuel Simmonds Memorial Hospital in Barrow and the Inupiat Communities of the Arctic Slope (ICAS) serves as an "umbrella" government for eight remote Inupiat villages known as the Inupiat "community" spread out along the Arctic Ocean and in the interior, just above the Arctic Circle.

**The Process:** Following the guidelines in DA 12-1165, ASTAC's Executive Leadership Team held a series of meetings to plan for the Tribal Engagement requirement. Tribal leadership points of contact were updated to reflect current information. A cover letter was created to explain the new process and asking for the Tribal Entity's cooperation in meeting our Tribal Engagement obligations. The cover letter borrowed heavily from DA 12-1165. The cover letter was attached to a Tribal Pre-meeting questionnaire which also extracted the questions from DA 12-1165 for Native leaders to consider prior to the engagement meeting. These two documents were sent by certified mail, return receipt requested on September 12, 2012. An example of the cover letter, a blank Tribal Pre-meeting Questionnaire, a completed Tribal Pre-meeting Questionnaire, and copies of the certified mailings and return receipts can be found at Tab 2.

Once ASTAC received the return receipts, individual members of the Executive Leadership Team made telephonic contact with the Tribal Leadership to schedule an in person engagement meeting. Telephonic logs for each Tribal Entity can be found at Tab 3.

Concurrently, ASTAC's Leadership Team created our own Pre-meeting Questionnaire, again using DA 12-1165 guidance, and as a group exercise, answered those questions, tailoring the answers to specific villages where applicable. These would become our "at a minimum talking points" to ensure consistency of message delivery, regardless of the ASTAC Executive making the presentation. It also put some structure in place for documenting Tribal interaction/feedback, based on the points we made in our presentation. All ten completed ASTAC Pre-meeting Questionnaires can be found at Tab 4. A copy of these Pre-Meeting Questionnaires was given to each of the Tribal entities when we met with them as well as a copy of DA-12-1165.

Meetings were scheduled throughout October and early November. An Executive Summary of the Engagement for each Tribal Entity can be found at Tab 5. The Executive Summary memorializes who met with whom, what was discussed, when the meeting took place, where the meeting took place, and how long the meeting lasted. It also extracts Native Leadership questions and comments found throughout the ASTAC Pre-meeting Questionnaire.

Following completion of all Tribal Engagement Meetings, a second mail out packet was sent to the Tribal Leadership we engaged with. The packet consisted of a cover letter, also at Tab 5, an executive summary of the meeting (in effect, our minutes) and a Review of Minutes form they may complete, acknowledging receipt of the executive summary of the meeting. The form also allowed them to correct any errors in our minutes. Four of the ten Tribal entities returned the form approving the minutes as written or amended, at Tab 6. A postage paid, ASTAC addressed envelope was also included for their convenience in returning the Review of Minutes form.



ASTAC's payroll entry system allows job tracking and a summary of the cost of ASTAC's Tribal Engagement can be found at Tab 7.

Finally, at Tab 8, we memorialize some lessons learned and have a recommendation for making the process much more efficient and effective.

I certify that the above description of ASTAC's Tribal Engagement is a fair and accurate documentation of our efforts and that a copy of this certification has been provided to our Tribal entities in addition to minutes for our individual engagements.

Stephen L. Merriam

Stephen L. Merriam

December 31, 2012

Date



## Appendix A – Cover Letter to Tribal Entity



4300 B Street, Suite 501  
Anchorage, AK 99503

Arctic Slope Telephone Association Cooperative, Inc.

907 563 3989  
1 800 478 6409  
fax: 907 563 1932

email: mail@astac.net

September 12, 2012

Ms. Marie Carroll  
Arctic Slope Native Association,  
P.O. Box 1232,  
Barrow, Alaska 99723

Dear Ms. Carroll;

This letter is intended to help facilitate the opening discussions between Tribal government officials and ASTAC, which provides service on Tribal lands with the use of Universal Service Fund (USF) support. The body of this cover letter and the Pre-meeting questionnaire are extracted from the tribal engagement requirement found in the FCC's DA 12-1165 document. Please note that ASTAC is required to pursue this engagement and hope that your organization will voluntarily participate as well.

### BACKGROUND

In the *USF/ICC Transformation Order*, the Federal Communications Commission adopted a Tribal engagement requirement for ASTAC. The Commission requires, at a minimum, that ASTAC demonstrate on an annual basis that we have meaningfully engaged with Tribal governments in their universal service supported areas. The *USF/ICC Order* stated that such discussions must include: (1) a needs assessment and deployment planning with a focus on Tribal community anchor institutions; (2) feasibility and sustainability planning; (3) marketing services in a culturally sensitive manner; (4) rights of way processes, land use permitting, facilities siting, environmental and cultural preservation review processes; and (5) compliance with Tribal business and licensing requirements.

Tribal governments should consider all community needs that would be supported by communications services. These might include, but are not limited to, anchor institutions, economic development, education, healthcare, and public safety. Each Tribal Nation has unique elements to its communications needs and priorities, but effectively articulating those needs is a critical first step in addressing them.

As Tribal government administrations change and develop, this is an important opportunity to demonstrate, both to communications providers and to the Commission, their continuity in communications priorities and goals. Certain Tribal governments have created their own governmental offices and commissions to interact with the FCC and communications providers. Others have designated key members of their Tribal Councils to lead their communications prerogatives for their governments, in effect creating communications committees on their Councils.

## Appendix A – Cover Letter to Tribal Entity

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Tribal Nations should immediately begin preparations to receive, record, and process this engagement dialogue and any related correspondence. Specific efforts should be made to chronicle details of engagement dialogue sessions. Recordkeeping should be established for documentation of the initial contact, any follow-up communications, and the resulting annual certification documentation. Records should include, for example, a summary of all verbal interactions as well as copies of all electronic and hard copy communications.

As a condition to continuing to receive high cost support that makes phone service on the North Slope affordable, ASTAC is required to reach out to our federally recognized Tribes following the guidance in DA-12-1165 available in its entirety on the World Wide Web. What follows in the attached Pre-meeting Questionnaire is an attempt to tailor the approach in recognition of your resources and our existing relationship providing services to your community since 1980 (with the exception of Barrow which we purchased in 2000). As with most things, good ideas can come from anywhere. Local tailoring of a solution will help meet requirements and improves the process. A member of ASTAC's executive team will be contacting you in the near future to discuss this new process further, how we might work together and to schedule where possible a face to face meeting in your community.

Best Regards,



Stephen Merriam, CEO

ASTAC, Serving the North Slope of Alaska since 1980

## Appendix A – Tribal PMQ

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### **Tribal Government Pre-Meeting Questionnaire**

#### **Needs Assessment and Deployment Planning**

*What are the Tribe's communications goals, needs, and priorities, as well as what the Tribe intends to do with communications services?*

*What core community or anchor institutions are central to deployment and what in the nature and operations of these institutions is relevant to the need for communications services?*

*Are there economic factors and possibly Tribally-driven opportunities that will assist in making the business case for deployment on Tribal lands, as well as opportunities where Tribal governments and communications providers can partner.*

*ASTAC has an elected Director to our Board representing your community. All Directors receive industry training in telecommunications and could potentially be a great resource in your planning. Assuming that the Director would volunteer to serve in an advisory role to your organization, would your organization be willing to appoint our Director onto your Communications Council? If yes, who should they contact?*

## **Feasibility and Sustainability Planning**

*Are there specific challenges associated with deploying and sustaining a communications network on your lands?*

*Many federal grant or loan programs provide direct access to, or particular standing for, Tribal Nations and their entities. That is, there are federal government programs that support infrastructure deployment and support the economic, health, safety, and welfare missions in Native communities. Are there any additional resources the Tribal entity may bring to bear in feasibility and sustainability planning for communications services?*

## **Marketing Services in a Culturally Sensitive Manner**

The Tribal engagement obligation provides Tribal governments and ASTAC with the opportunity to discuss and explore ways in which we can coordinate or partner to ensure that services are marketed in a manner that will relate directly to the community, resonate with consumers, and stimulate increased adoption of services on Tribal lands.

*Would you be interested in developing materials, separately or jointly, specific to the Tribal community?*

*Would you like to review and comment on our marketing materials as part of the development process?*

*What other elements of our respective organizations may need to be engaged? For Tribal governments, this may mean administrative planning, community service, and other governmental offices. For ASTAC, this may mean customer service, technical assistance, and commercial business divisions.*

### **Rights of Way and Other Permitting and Review Processes**

There are numerous regulatory processes with which ASTAC must comply in order to provide communications services on Tribal lands, including rights of way, land use permitting, facilities siting, and environmental and cultural review processes.

*Are there additional regulatory processes beyond those practiced and disclosed by ASTAC that should be incorporated in serving Tribal lands?*



### **Compliance with Tribal Business and Licensing Requirements**

As sovereign institutions, Tribal governments have the authority to impose Tribal business and licensing requirements on all entities doing business on their lands. The form of these licenses vary greatly, including certificates of public convenience and necessity, Tribal business licenses, master licenses, and other related forms of Tribal government licensure.

*Please provide a comprehensive list of any business and licensing requirements applicable to the provision of the cooperative's communications services, including an explanation of precisely what all such requirements entail, specific application procedures and timeframes, as well as the governmental offices involved in the licensing process. As part of this process, ASTAC will provide you with a list of existing licenses in place, as applicable.*

## Appendix A – Tribal PMQ

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### Tribal Government Pre-Meeting Questionnaire

#### Needs Assessment and Deployment Planning

*What are the Tribe's communications goals, needs, and priorities, as well as what the Tribe intends to do with communications services?*

ASNA is bringing the new hospital online and has a new giga-bit link between the old and new hospital to help in this endeavor. The PBX changeover will occur in mid 2013. Most all needs will require fiber to the new hospital.

Cell service-data would be very helpful as most needs incorporate the use of smart phones and all new systems in the hospital will have the capability to interface with smartphones.

Latency rates continue to be a big issue for ASNA and will prevent telemedicine from becoming a reality on the North Slope.

*What core community or anchor institutions are central to deployment and what in the nature and operations of these institutions is relevant to the need for communications services?*

Hospital and EMS services

*Are there economic factors and possibly Tribally-driven opportunities that will assist in making the business case for deployment on Tribal lands, as well as opportunities where Tribal governments and communications providers can partner.*

It would be best to speak to the Tribal Councils for answers to this.

*ASTAC has an elected Director to our Board representing your community. All Directors receive industry training in telecommunications and could potentially be a great resource in your planning. Assuming that the Director would volunteer to serve in an advisory role to your organization, would your organization be willing to appoint our Director onto your Communications Council? If yes, who should they contact?*

Jeff Prater, our hospital administrator; Luke Welles, VP of Finance, and Adam Smith, IT Coordinator would be the local contacts

### **Feasibility and Sustainability Planning**

*Are there specific challenges associated with deploying and sustaining a communications network on your lands?*

"Our lands" are our new and old hospital sites owned by the Indian Health Services. We would need more details about the question when discussing a "communications network".

*Many federal grant or loan programs provide direct access to, or particular standing for, Tribal Nations and their entities. That is, there are federal government programs that support infrastructure deployment and support the economic, health, safety, and welfare missions in Native communities. Are there any additional resources the Tribal entity may bring to bear in feasibility and sustainability planning for communications services?*

Currently ASNA works with GCI regarding the USAC funding.

### **Marketing Services in a Culturally Sensitive Manner**

The Tribal engagement obligation provides Tribal governments and ASTAC with the opportunity to discuss and explore ways in which we can coordinate or partner to ensure that services are marketed in a manner that will relate directly to the community, resonate with consumers, and stimulate increased adoption of services on Tribal lands.

*Would you be interested in developing materials, separately or jointly, specific to the Tribal community?*

It would depend on the specifics; telemedicine is a need that could help tremendously, but infrastructure is needed before materials could be done.

*Would you like to review and comment on our marketing materials as part of the development process?*

We must if it involves ASNA.

*What other elements of our respective organizations may need to be engaged? For Tribal governments, this may mean administrative planning, community service, and other governmental offices. For ASTAC, this may mean customer service, technical assistance, and commercial business divisions.*

ASNA serves all the villages on the North Slope. Improved telecommunication infrastructure is really needed for the new hospital and any significant future with telemedicine both from village to Barrow and for Barrow to Anchorage. The communication needs range from medical records, radiology, telemedicine carts in villages, etc. Sending everything through satellite communications increases the challenges as the needs to go more digital grow.

#### **Rights of Way and Other Permitting and Review Processes**

There are numerous regulatory processes with which ASTAC must comply in order to provide communications services on Tribal lands, including rights of way, land use permitting, facilities siting, and environmental and cultural review processes.

*Are there additional regulatory processes beyond those practiced and disclosed by ASTAC that should be incorporated in serving Tribal lands?*

ASNA can help with issues on Indian Health Service lands (old and new hospitals in Barrow).

#### **Compliance with Tribal Business and Licensing Requirements**

As sovereign institutions, Tribal governments have the authority to impose Tribal business and licensing requirements on all entities doing business on their lands. The form of these licenses vary greatly, including certificates of public convenience and necessity, Tribal business licenses, master licenses, and other related forms of Tribal government licensure.

*Please provide a comprehensive list of any business and licensing requirements applicable to the provision of the cooperative's communications services, including an explanation of precisely what all such requirements entail, specific application procedures and timeframes, as well as the governmental offices involved in the licensing process. As part of this process, ASTAC will provide you with a list of existing licenses in place, as applicable.*

ASNA is not a tribe, it is a 501(c3) organization with a mission to provide healthcare and social services on the North Slope and a 93-638 compactor with the federal government.

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 ■ Print your name and address on the reverse so that we can return the card to you.  
 ■ Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:  
**ISRAK AKOOTCHOOK  
 N.V. OF KAKTOVICK  
 P.O. BOX 73  
 KAKTOVICK, AK 99747**

2. Article Number  
 (Transfer from service label) **1111111111 19012 110110 000111 9756 2096**

PS Form 3811, February 2004 Domestic Return Receipt 102985-02-04-15

**RECEIVED BY - COMPLETE THIS SECTION**

A. Signature **[Signature]** ☐ Agent ☐ Addressee

B. Received by (Printed Name) **Caroline Kulukhon** C. Date of Delivery **9/21/12**

D. Is delivery address different from item 1? ☐ Yes ☐ No  
 If YES, enter delivery address below:

3. Service Type  
☒ Certified Mail ☐ Express Mail  
☐ Registered ☐ Return Receipt for Merchandise  
☐ Insured Mail ☐ C.O.D.

4. Restricted Delivery? (Extra Fee) ☐ Yes

**SENDER - COMPLETE THIS SECTION**

■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.  
 ■ Print your name and address on the reverse so that we can return the card to you.  
 ■ Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:  
**MARTHA ITTA  
 N.V. OF NUIQSUT  
 BOX 89169  
 NUIQSUT, AK 99789**

2. Article Number  
 (Transfer from service label) **7912 1910 0001 9785 2066**

PS Form 3811, February 2004 Domestic Return Receipt 102985-02-04-15

**RECEIVED BY - COMPLETE THIS SECTION**

A. Signature **[Signature]** ☐ Agent ☐ Addressee

B. Received by (Printed Name) C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes ☐ No  
 If YES, enter delivery address below:

3. Service Type  
☒ Certified Mail ☐ Express Mail  
☐ Registered ☐ Return Receipt for Merchandise  
☐ Insured Mail ☐ C.O.D.

4. Restricted Delivery? (Extra Fee) ☐ Yes

**SENDER - COMPLETE THIS SECTION**

■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.  
 ■ Print your name and address on the reverse so that we can return the card to you.  
 ■ Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:  
**THOMAS OLEMAUN  
 N.V. OF BARROW  
 BOX 1130  
 BARROW, AK 99723**

2. Article Number  
 (Transfer from service label) **7012 1010 0001 9725 2052**

PS Form 3811, February 2004 Domestic Return Receipt 102985-02-04-15

**RECEIVED BY - COMPLETE THIS SECTION**

A. Signature **[Signature]** ☐ Agent ☐ Addressee

B. Received by (Printed Name) C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes ☐ No  
 If YES, enter delivery address below:

3. Service Type  
☒ Certified Mail ☐ Express Mail  
☐ Registered ☐ Return Receipt for Merchandise  
☐ Insured Mail ☐ C.O.D.

4. Restricted Delivery? (Extra Fee) ☐ Yes



**SENDER COMPLETE THIS SECTION**

- Complete Items 1, 2, and 3. Also complete Item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

DOREEN LAMRE  
ICAS  
BOX 934  
BARROW, AK 99723

2. Article Number  
(Transfer from service label) 7012 1010 0001 9755 2106

PS Form 3811, February 2004 Domestic Return Receipt 102506-02-14-16

**RECEIVER COMPLETE THIS SECTION**

A. Signature ☒ Agent ☐ Address

B. Received by (Printed Name) C. Date of Delivery  
Lily Lamre 9-14-12

D. Is delivery address different from Item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type ☒ Registered Mail ☐ Insured Mail ☐ Signature Receipt for Merchandise ☐ C.O.D.

4. Restricted Delivery? (Check Box) ☐ Yes

**SENDER COMPLETE THIS SECTION**

- Complete Items 1, 2, and 3. Also complete Item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

MARGARET FRANKSON  
NATIVE VILLAGE OF PNO  
P.O. BOX 109  
POUNT HOPE, AK 99766

2. Article Number  
(Transfer from service label) 7012 1010 0001 9755 2045

PS Form 3811, February 2004 Domestic Return Receipt 102506-02-14-16

**RECEIVER COMPLETE THIS SECTION**

A. Signature ☒ Agent ☐ Address

B. Received by (Printed Name) C. Date of Delivery  
Margaret Frankson 9-21-12

D. Is delivery address different from Item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type ☒ Registered Mail ☐ Insured Mail ☐ Signature Receipt for Merchandise ☐ C.O.D.

4. Restricted Delivery? (Check Box) ☐ Yes

**SENDER COMPLETE THIS SECTION**

- Complete Items 1, 2, and 3. Also complete Item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

HERMAN KIGNAK  
P.O. BOX 91108  
ATQASUK, AK 99791

2. Article Number  
(Transfer from service label) 7012 1010 0001 9755 2076

PS Form 3811, February 2004 Domestic Return Receipt 102506-02-14-16

**RECEIVER COMPLETE THIS SECTION**

A. Signature ☒ Agent ☐ Address

B. Received by (Printed Name) C. Date of Delivery  
Herman Kignak 9/19/12

D. Is delivery address different from Item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type ☒ Registered Mail ☐ Insured Mail ☐ Signature Receipt for Merchandise ☐ C.O.D.

4. Restricted Delivery? (Check Box) ☐ Yes

<p>SENDER: COMPLETE THIS SECTION</p> <p>■ Complete Items 1, 2, and 3. Also complete Item 4 if Restricted Delivery is desired.</p> <p>■ Print your name and address on the reverse so that we can return the card to you.</p> <p>■ Attach this card to the back of the mailpiece, or on the front if space permits.</p>		<p>TO: Signature <input checked="" type="checkbox"/> <i>Misty D Plymale</i> <input type="checkbox"/> Agent <input type="checkbox"/> Address</p> <p>B. Restricted by (Enter Name) <i>Misty D Plymale</i> C. Date of Delivery <i>9-17-76</i></p> <p>D. Is delivery address different from Item 1? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If YES, enter delivery address below: <input type="checkbox"/> No</p>	
<p>1. Article Addressed to:</p> <p><b>MS. MISTY PLYMALE</b>  <b>NATIVE VILLAGE OF PT. LAY</b>  <b>P.O. BOX 59031</b>  <b>POINT LAY, AK 99757</b></p>		<p>3. Service Type</p> <p><input checked="" type="checkbox"/> Certified Mail <input type="checkbox"/> Express Mail</p> <p><input type="checkbox"/> Registered <input checked="" type="checkbox"/> Return Receipt for Merchandise</p> <p><input type="checkbox"/> Insured Mail <input type="checkbox"/> C.O.D.</p>	
<p>2. Article Number (Transfer from service label)</p> <p><b>7012 1010 0001 9755 2038</b></p>		<p>4. Restricted Delivery? (Extra Fee) <input type="checkbox"/> Yes</p>	
<p>PS Form 3811, February 2004 Domestic Return Receipt 102586-02-M-11</p>			



Date	Time	Called Number	Person you spoke with	Summary of conversation	Your initials
9/28/2012	1131	Patrick Mekiana Cell Phone	VM	Left Message	JL
10/8/2012	130	(907) 687-0246	VM	Left msg to call	JL
10/8/2012	135	(907) 661-3727	Daughter	Left msg to call	JL
				Could not tell me who was president of NVAKP, mentioned Timothy Agook, Ludy, Vas Gordon, and Lillian Stone 907 661-3226	JL
10/10/2012	915	(907) 661-3612	Kat with NSB AKP office		JL
10/25/2012	1400	In person	Justus Mekiana Jr.	see meeting notes	JL
				Follow up on meeting, and attempted to confirmed that Justus had passed on the information to the NV of AKP.	JL
10/30/2012	1426	Patrick Mekiana Cell Phone	Patrick M		JL
10/30/2012	1428	907 661-2066	Justus Mekaina - No answer		JL
				Confirmed that Vas Gordon is the VP of the NV, and acting president. Asked that we re-fax the letter to 906 661-2576	JL
10/30/2012	1542	(907) 661-2575	Betty - ICAS		JL
				As agreed to in the 10/25/12 meeting, I requested that he drop the packet with the NV of AKP offices and confirm when the next meeting will be held. As of today he had not delivered the information as requested.	JL
10/30/2012	1546	907 661-2066	Justus Mekaina		JL
				re-faxed the letter and Tribal Govt. pre-meeting questionnaire to 907 661-2576	JL
10/31/2012	1458	(907) 661-2576	FAX sent		JL
				Called to confirm delivery of packet and his mailing address. He had not delivered the packet at the time of the call. PO box 21005 AKP	JL
10/31/2012	1510	907 661-2066	Justus Mekaina		JL

## Appendix B - Log of Contacts - ASNA

REDACTED - FOR PUBLIC INSPECTION

Date	Time	Called Number	Person you spoke with	Summary of conversation	Your initials
10/8/2012	10:00a	4611	Marie Carroll	set up appointment for 10/25/1:30pm	ao
25-Oct	1:30p	location	Marie Carroll	Marietta and I visited with Marie regarding the questionnaire and the DA12-1165. She will have Adam Smith fill out by 11-09 for me to pick up. She discussed fiber from Barrow to outside, higher bandwidth for telemedicine. She was receptive	ao
7-Nov	10:00a	email	Marie Carroll	sent an email asking if questionnaire will be ready for pick up on the 9th. No reply	ao
9-Nov	10:30a	location	front desk	Marie out of office left the envelope with approval of minutes during meeting and stamped envelope for mailing to Anchorage	ao
19-Nov	1:00p	phone call	Luke Welles	Luke called me and said Marie asked him to fill out the forms. He requested I email to him and he would email back. He said he would also have Marie sign the approval of minutes and send to me	ao
19-Nov	2:00p	email	Luke Welles	emailed completed questionnaire	

Appendix B - Log of Contacts - ASNA

26-Nov 10:30	Post Office	Luke Welles	picked up the mailed forms with Marie signature
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Date	Time	Called Number	Person you spoke with	Summary of conversation	Your initials
				Can meet Oct 3 or 4 in	
9/24/2012	3:30pm	907-633-6422	Herman Kignak	Atqasuk - if not hunting	CC
10/2/2012	4:43pm	907-633-6422	Herman Kignak	left message re: meeting	CC
10/3/2012	9:24am	907-633-6422	Herman Kignak	left message re: meeting	CC
				He is in Barrow -I changed my flight to skip Atqasuk and go to Barrow to meet with Herman	
10/3/2012	11:35pm	907-367-3953	Herman Kignak		CC
				He is at whale processing area- 3 wales landed today out of Barrow - suggested I come out to where he was...he will be available to meet after 5 pm.	
10/3/2012	3:14pm	907-367-3953	Herman Kignak	Tribal Engagement	CC
10/3/2012	5:30pm - 7:30pm		Herman Kignak	meeting	CC
10/2/2012	9:40am	907-633-3679	Paul Bodfish	He is in Barrow	CC
				Can't make meeting - headed to Sitka	
10/2/2012	9:45am	907-633-1201	Paul Bodfish	minutes and approval	CC
11/5/2012				form mailed	CC
11/16/2012	3:57pm	907-367-3953	ring no answer		CC
11/16/2012	4pm	907-633-6422	ring no answer		CC

Appendix B - Tribal Engagement Telephonic Record NV Barrow

Date	Time	Called Number	Person you spoke with	Summary of conversation
10/10/2012	8:30a		4411 Thomas Olemaun	set up meeting  Met at the N. V. Office. Sending Tribal PMQ to grant writer, in process of planning economic and commerce for 2013, will send responses to me 10/19/12. Open, discussed direction of FCC, wants Barrow fiber and/or terrestrial to Nuiqsut.
10/11/2012	10:30a		Thomas Olemaun	
				Returned my call. She is the Grant writer for Native Village of Barrow. She lives in Washington state. We made arrangements to meet in Edmonds on 10-27 at 1:00pm for lunch and discussions.
10/24/2012	9:30a	phone call	Cynthia Toop	
				We met until 5:00pm. Provided information to Steve. She is very knowledgeable and open to using ASTAC as a local provider. As a co-op she wants to support us. She had provided the questionnaire to us earlier.
27-Oct	1:00pm	restaurant	Cynthia Toop	
				dropped off the approval of minutes for Tom Olemaun to sign and send.
7-Nov	11:00a	location	front desk	



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Appendix B - Tribal Engagement Telephonic Record ICAS

Date	Time	Called Number	Person you spoke with	Summary of conversation	Your initials
22-Oct	9:30a	852-4227	Helen Simmons	Set up appointment to discuss the DA12-1165 and questionnaire	ao
24-Oct	11:00a	ICAS Location	Helen Simmons	Met at ICAS to discuss documents. Spent 30 min. Helen is contact not Doreen Lampe, she would like presentation at Board Meeting 11/1 at 7:00pm. She requested bridge number for board members to call.	ao
25-Oct	3:00p	852-4227	Helen Simmons	Gave Helen bridge # to call, went over format, participants mute phones, have her fax copies each location for their perusal before meeting. Questions after presentation. She needs toll free # for calling in.	ao
7-Nov	10:00a	ICAS Location	Heather	Heather is acting for Helen, she handled the meeting and teleconference. Very unorganized, asked her for a list of the participants, she said she would mail to me. Helen knew she would be on leave but never told me she did not plan on attending.	ao
13-Nov	8:30a	phone	Dallas Brower	Dallas called me regarding the Board meeting. She did not know who all the participants were, appears they don't keep track, she was satisfied with Charlie's explanation regarding apprentice ship programs or training programs for high school students. She said meeting ended when teleconference with Charlie ended.	
13-Nov	9:00a	email	Helen Simmons	requested again list of participants no answer	

Appendix B - Tribal Engagement. Telephonic Record NV Kaktovik

Date	Time	Called Number	Person you spoke with	Summary of conversation	Your initials
10/8/2012	1313	(907) 640-2042	Receptionist? No name given	Asked for Isaac Akootchook and was told he is not in the office was just the Predsident, Mathew Rexford is GM/Mayor? and will be calling me back. delivered summary of the effort and potential schedule for meeting. He corrected the PO and email address on record. PO box is 52 and email is nvkaktovik@starband.net, Note: email attempt bounced back.	JL
10/9/2012	1456	inbound	Mathew Rexford		JL
10/10/2012	903	NA	Mathew Rexford	Email to nvkaktovik@starband.net bounced back, account disabled	JL
10/10/2012	933	(907) 640-2042	Mathew Rexford	said email is being restored by starband, would be working in the next few days, tentatively agreed to meet on 10/23	JL
10/23/2012	1000	(907) 640-2042	Mathew Rexford	Confirmed meeting time of 2pm on 10/23 to meet in his offices @ 834 8th st.	JL
10/23/2012	1330	In Person	Carolyn - NV of KAK	random meeting at community center, mentioned that Matthew went home sick with sore throat.	JL